



DEPARTMENT OF THE ARMY  
U.S. ARMY MANEUVER SUPPORT CENTER AND FORT LEONARD WOOD  
320 MANSCEN LOOP STE 316  
FORT LEONARD WOOD, MISSOURI 65473-8929

REPLY TO  
ATTENTION OF

IMNW-LNW-HRM

1 March 2006

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Extension of Suspense for Nominations to the Expanded Graduate School Opportunities for Junior Officers

1. Reference memorandum IMNW-LNW-HRM, 24 January 2006, subject as above.
2. The Expanded Graduate School Opportunities for Junior Officers Program has been extended and expanded to include officers in Year Groups (YG) 1998-2003 who are currently in Captains Career Courses, as well as all other YG 1998-2003 officers. This program has two reinforcing objectives: development of critical skills and long term retention of quality junior officers. Officers are authorized to attend a U.S. graduate school and are required to study in an approved discipline that enhances the competencies required in an expeditionary Army, emphasizing cultural awareness, regional knowledge, foreign language, governance, diplomacy, national security or social sciences. The Army's current Advanced Civil Schooling (ACS) program will continue to support Army requirements with the technical disciplines required for the specified specialty or position. These opportunities for junior officers were distributed through major commands (MACOMS) to local commanders and provide officers the ability to earn a high-quality graduate degree (12-18 months) and return to the field for a follow-on key developmental utilization assignment. The Army will manage the program so as to achieve an average yearly tuition cost of \$13,000 (adjusted for average inflation in higher education in the out years) across officers participating in the program. Officers are required to study in an approved discipline, complete listing available at: <https://www.hrc.army.mil/site/active/opfamacs/ACS00.htm>. Either tuition requirements over \$13,000 or exceptions to the discipline list must be requested by memorandum to Chief, Advanced Civil Schooling (AHRC-OPL-L) prior to final approval of application.
3. To date, the U.S. Army Training and Doctrine Command (TRADOC) goal has not been met and TRADOC is offering the program to officers in Captain Career Courses providing they meet the basic criteria. Priority will be to officers that do not possess a master's degree. Officers with a previously earned master's degree may compete as long as the degree is not the same as the projected graduate degree under this program. Officers that have attended a previous Army fully funded program are not eligible. Officers must:
  - a. Be managed by Human Resources Command (HRC) and in the Army Competitive Category (ACC).
  - b. Agree to an Active Duty Service Obligation (ADSO) of 3 days for every 1 day spent in graduate school upon graduations. These ADSOs do not run concurrently.
  - c. Have outstanding potential for future military service.
  - d. Have a minimum undergraduate grade point average of 2.5 (waiverable in extraordinary circumstances).
  - e. Hold a current SECRET clearance or higher.
  - f. Have a regular Army (RA) commission.

SUBJECT: Expanded Graduate School Opportunities for Junior Officers

g. Be YG 1998 – YG 2003 (YG 2004 and YG 2005 officers will be offered their opportunities in their respective 3d year of service).

h. Not be selected for any other Army-sponsored program, fellowship, or scholarship.

i. Not be pending any adverse actions.

j. Meet Army height and weight requirements.

4. Commanders should assess their officers to ensure this opportunity is offered to top performers who might otherwise leave the Army for similar opportunities in the civilian sector. Most importantly, officers must be living the Warrior Ethos and consistently demonstrating their dedication to the Army's Values. Criteria for assessment should include individual areas of consideration (Whole-Person Concept):

a. Intellectual Potential: Comment on GPA and GRE to either highlight or mitigate.

b. Communication skills:

(1) Ability to produce clear, concise written products, i.e. OPORD, Memorandums.

(2) Ability to research (including MDMP) problems and present a coherent, viable solution.

(3) Ability to express self verbally in front of a crowd i.e. briefings.

(4) Ability to establish and adhere to a time schedule, meet deadlines.

(5) Demonstrated situational awareness, ability to evaluate changing information, process same and develop or alter actions.

c. Judgment:

(1) Demonstrates the Army values, integrity beyond reproach.

(2) Displays maturity on and off duty, leads by example.

(3) Makes decisions and executes actions IAW standards expected of the officer corps, especially in the absence of direct supervision and guidance.

d. Interpersonal: evaluate the officers on how he/she works with peers and subordinates.

5. Training and Doctrine Command (TRADOC) Major Subordinate Command (MSC) Commanders are furnished ACS goals to offer to exceptional officers, as follows.

MSC ALLOCATIONS	1998	1999	2000	2001	2002	2003	TOTAL
Accessions Command	2	1	2	2	10	7	24
CAC	2	4	3	5	26	28	68
CASCOM	0	1	1	0	5	6	13
OTHER*	0	0	0	1	1	1	3
TRADOC ALLOCATION	4	6	6	8	42	42	108

\*Note: OTHER comprised of HQs TRADOC, AWC, MEPCOM, and TAFTS



IMNW-LNW-HRM

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6. Officers selected for this program by their commanders will submit a DA Form 4187 through their chain of command to their respective Assignment Officer. The DA Form 4187 must be signed and approved by their immediate field grade commander and chain of command, have attached a General Officer (GO) Letter of Selection and be forwarded through the Combined Armed Center (CAC) to TRADOC for a TRADOC AG endorsement. The DA Form 4187 must include the following information: mailing address, email address, work telephone number and the statement "I request inclusion in the graduate school program. I understand that graduate school attendance has an ADSO equal to three times the length of the schooling, computed in days, but not to exceed 6 years. This ADSO begins on the day after I complete the graduate school program. For example, my total ADSO for a 24-month program is 6 years. I understand that the program requires me to return to a key developmental assignment upon completion of graduate school." Include: Year Group, date of availability for PCS, undergrad GPA, current GRE, GMAT score, if none, state have not taken GRE or GMAT, current address, phone number, and E-mail address, desired universities and degree disciplines, whether or not you are willing to attend an HRC pre-arranged graduate school program. The General Officer Letter of Selection from the first GO in the selected officer's chain of command must address the whole-person concept and the officer's date of availability. Example application packets are attached. Application packets (signed DA form 4187 and GO Letter of Selection) are due to the MILPO, ATTN: IMNW-LNW-HRM-S no later than 21 March 2006.

7. Point of contact is Pat Nation, Services Division, Military Personnel Office, 6-1164.

FOR THE COMMANDER:

Encl  
Sample Packet



JESSE J. FRENCH  
Adjutant General

DISTRIBUTION:

Commandant, U.S. Army Engineer School  
Commandant, U.S. Army Military Police School  
Commandant, U.S. Army Chemical School  
Commander, 1<sup>st</sup> Engineer Brigade  
Commander, 3d Training Brigade  
Commander, 3d Chemical Brigade  
Commander, 14<sup>th</sup> Military Police Brigade  
Commander, USA Garrison  
Commander, 252d Military Police Detachment  
Commander, 43d Adjutant General Battalion  
Commander, Training Support Battalion



DEPARTMENT OF THE ARMY  
UNITED STATES ARMY ENGINEER SCHOOL  
320 MANSCEN LOOP STE 316  
FORT LEONARD WOOD, MISSOURI 65473-8929

REPLY TO  
ATTENTION OF

ATSE-Z

7 February 2006

MEMORANDUM FOR Commander, Human Resources Command-Alexandria (AHRC-OPA-I),  
Alexandria, VA 22332

SUBJECT: Letter of Selection for the Expanded Graduate School Opportunities for the Junior Officers' Program

1. I highly recommend CPT @ @ @ for selection into the Expanded Graduate School Opportunities for the Junior Officers' Program. He has demonstrated the requisite command and leadership skills indicative of an officer with marked potential for future positions of increasing responsibility. Captain @ will represent the Army and Engineer Corps in an exemplary fashion. He represents the best in the junior officers that we have in today's transforming Army.
2. Captain @'s performance and potential have been nothing short of excellent. He earned his commission through the Officer Candidate School and was recognized as a distinguished military graduate. He completed his undergraduate degree in Philosophy from the University of @, @, while supporting his wife and two children. Through his demonstrated leadership, he has shown the maturity and skills of a more seasoned officer. He has worked as the United States Army Engineer School Operations Officer for 6 months, a slot reserved for a seasoned branch qualified captain without direct supervision and with minimal guidance. Upon completion of the program, CPT @ will complete the Captains' Career Course at Fort Leonard Wood. His communication skills, coupled with his innate ability to take complex tasks and produce viable solutions, stands out as his strongest traits. A consummate professional, CPT @'s integrity is above reproach and his leadership style clearly reflects the Army Values and Warrior Ethos.
3. As Commandant of the Engineer Regiment, I can think of no finer choice than CPT @ for this prestigious program. His reliability, academic acumen, and future potential all point toward him as one of the most promising future leaders in our Regiment. In the past, @'s credentials have spoken for themselves, making him a standout among his peers, and I am fully confident that they will do so again. Captain @'s date of availability will be @ 2006, following his tour of duty as @.

RANDAL R. CASTRO  
Major General, USA  
Commandant



**PERSONNEL ACTION**

For use of this form, see AR 600-8-6 and DA PAM 600-8-21; the proponent agency is ODCSPER

**DATA REQUIRED BY THE PRIVACY ACT OF 1974**

**AUTHORITY:** Title 5, Section 3012; Title 10, USC, E.O. 9397.  
**PRINCIPAL:** Used by soldier in accordance with DA PAM 600-8-21 when requesting a personnel action on his/her own behalf (Section III).  
**ROUTINE USES:** To initiate the processing of a personnel action being requested by the soldier.  
**DISCLOSURE:** Voluntary. Failure to provide social security number may result in a delay or error in processing of the request for personnel action.

1. THRU (Include ZIP Code) Commander, 1st Engr Bde USAMANSCE&FLW Fort Leonard Wood, MO 65473-5000	2. TO (Include ZIP Code) Commander, Human Resources Command - Alexandra (AHRC-OPA-I), Alexandria, VA 22332	3. FROM (Include ZIP Code) CPT @ Co C, 554th Engr Bn, 1st Engr Bde USAMANSCE&FLW Fort Leonard Wood, MO 65473-5000
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**SECTION I - PERSONAL IDENTIFICATION**

4. NAME (Last, First, MI) DOE, John A.	5. GRADE OR RANK/PMOS/AOC CPT/0-3/21A	6. SOCIAL SECURITY NUMBER 000-00-0000
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**SECTION II - DUTY STATUS CHANGE (AR 600-8-6)**

7. The above soldier's duty status is changed from \_\_\_\_\_ to \_\_\_\_\_  
 \_\_\_\_\_ effective \_\_\_\_\_ hours, \_\_\_\_\_

**SECTION III - REQUEST FOR PERSONNEL ACTION**

8. I request the following action: (Check as appropriate)

Service School (Enl only)	Special Forces Training/Assignment	Identification Card
ROTC or Reserve Component Duty	On-the-Job Training (Enl only)	Identification Tags
Volunteering For Oversea Service	Retesting in Army Personnel Tests	Separate Rations
Ranger Training	Reassignment Married Army Couples	Leave - Excess/Advance/Outside CONUS
Reassignment Extreme Family Problems	Reclassification	Change of Name/SSN/DOB
Exchange Reassignment (Enl only)	Officer Candidate School	X Other (Specify) Expanded Graduate School Program
Airborne Training	Asgmt of Pers with Exceptional Family Members	

9. SIGNATURE OF SOLDIER (When required)  
Signed

10. DATE (YYYYMMDD)  
20060306

**SECTION IV - REMARKS (Applies to Sections II, III, and V) (Continue on separate sheet)**

1. I request inclusion in the Expanded Graduate School Program. I understand that graduate school attendance has an ADSO equal to three times the length of the schooling, computed in days, but not to exceed 6 years. This ADSO begins on the day after I complete the graduate school program. For example, my total ADSO for a 24-month program is 6 years. I understand that the program requires me to return to a key developmental assignment upon completion of graduate school.

Mailing Address: @  
 Email Address: @  
 Work Telephone Number: @  
 Year Group: @  
 Date of Availability for PCS: @.  
 Undergrad GPA: @.  
 I have or have not taken GRE or GMAT. Current GRE Score: @. Current GMAT Score: @. GMAT: @.  
 Current Address: @.  
 Current Telephone Number: @.  
 Current Email Address: @.  
 Desired Universities and Degree Disciplines: @.  
 I am or am not willing to attend an HRC pre-arranged graduate school program..

**SECTION V - CERTIFICATION/APPROVAL/DISAPPROVAL**

11. I certify that the duty status change (Section II) or that the request for personnel action (Section III) contained herein -

☐ HAS BEEN VERIFIED ☒ RECOMMEND APPROVAL ☐ RECOMMEND DISAPPROVAL ☐ IS APPROVED ☐ IS DISAPPROVED

12. COMMANDER/AUTHORIZED REPRESENTATIVE JOHN H. BROWN, LTC, EN, Commander	13. SIGNATURE Signed	14. DATE (YYYYMMDD) 20060306
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# PERSONNEL ACTION FORM ADDENDUM

For use of this form see AR 600-8-6 and DA PAM 600-8-21; the proponent agency is ODCSPER

1. NAME OF INDIVIDUAL DOE, John		2. SSN 000-00-0000	
3. RECOMMENDATIONS FOR APPROVAL/DISAPPROVAL			
a.	(1) ORGANIZATION 1st Engr Bde	(2) OFFICE SYMBOL ATZT-EN	(3) DATE 6 Mar 06
(4) ACTION <input type="checkbox"/> APPROVE <input type="checkbox"/> DISAPPROVED <input checked="" type="checkbox"/> RECOMMEND APPROVAL <input type="checkbox"/> RECOMMEND DISAPPROVAL <input type="checkbox"/> RETURNED			
(5) COMMENTS   Soldiers either do not meet the standards for training to reclassify from Field Artillery to Military Police or are nondeployable for medical or other reasons.			
(6) NAME MICHAEL JONES		(7) TITLE/POSITION/RANK Commanding, COL	
(8) SIGNATURE		(9) HEADQUARTERS POC TELEPHONE NUMBER (573) 596-0000	
(10) FORWARDED TO COMMANDANT USAES, USAMANSCE&FLW Fort Leonard Wood, MO 65473-5000		(11) ENCLOSURES <input type="checkbox"/> ADDED <input type="checkbox"/> WITHDRAWN <input checked="" type="checkbox"/> NO CHANGE	
b.	(1) ORGANIZATION USAES	(2) OFFICE SYMBOL ATZT-EN	(3) DATE 6 Mar 06
(4) ACTION <input type="checkbox"/> APPROVE <input type="checkbox"/> DISAPPROVED <input checked="" type="checkbox"/> RECOMMEND APPROVAL <input type="checkbox"/> RECOMMEND DISAPPROVAL <input type="checkbox"/> RETURNED			
(5) COMMENTS			
(6) NAME RANDAL CASTRO		(7) TITLE/POSITION/RANK Commandant, USAES	
(8) SIGNATURE		(9) HEADQUARTERS POC TELEPHONE NUMBER (573) 563-@a@a@a	
(10) FORWARDED TO CDR, HRC-Alexandria (AHRC-OPA-I) Alexandria, VA 22332		(11) ENCLOSURES <input checked="" type="checkbox"/> ADDED <input type="checkbox"/> WITHDRAWN <input type="checkbox"/> NO CHANGE	
c.	(1) ORGANIZATION	(2) OFFICE SYMBOL	(3) DATE
(4) ACTION <input type="checkbox"/> APPROVE <input type="checkbox"/> DISAPPROVED <input type="checkbox"/> RECOMMEND APPROVAL <input type="checkbox"/> RECOMMEND DISAPPROVAL <input type="checkbox"/> RETURNED			
(5) COMMENTS			
(6) NAME		(7) TITLE/POSITION/RANK	
(8) SIGNATURE		(9) HEADQUARTERS POC TELEPHONE NUMBER	
(10) FORWARDED TO		(11) ENCLOSURES <input type="checkbox"/> ADDED <input type="checkbox"/> WITHDRAWN <input type="checkbox"/> NO CHANGE	
4. DISTRIBUTION (List all organizations to receive copy)			